

**GREEN COUNTY
HUMAN SERVICES BOARD MINUTES
March 10, 2019**

Members Present: Mike Furgal, Jerry Guth, Herb Hanson, Sandy Horn, Anita Huffman, Beth Luchsinger and Russ Torkelson.

Members Excused: Emily Zarling and, Kate Maresch,

Non Members Present: Daniel Williams, Teresa Withee, Lori Brown, Morgan Kennison, Abigail Trainor, Tracey Chugg, Dee Jaye Miles and Mickey Rockey.

Call to Order: Hanson called the meeting to order at 2:00 pm.

Approval of February 2020 minutes - Action - Furgal motioned to approve the minutes, seconded by Horn, carried with a unanimous vote.

Committee Reports:

- a. **Audit Committee – February 2020 - Action**
Huffman reported on the February audit. Horn motioned to approve the audit minutes as presented, seconded by Furgal, carried with a unanimous vote.
- b. **Aging & Disability Advisory Committee - Information**
Huffman reported. She said goals for 2020, senior day, recruiting volunteers, hours to be changed to complete paperwork were the topics discussed. Horn mention that the lunch and learn was very beneficial.
- c. **Regional ADRC Governing Board - Information**
Torkelson reported. He said reinvestment calculator to track hours, guardian training, credit for caring for the elderly, taxi's in Iowa Co. and tax services for the elderly and disabled were the topics discussed.
- d. **SWCAP Board of Directors - Information**
Furgal reported. The multicultural program and the LIFT programs were the topics discussed.

Presentations:

- a. Rockey gave the board members a handout with the CSP program information. He talked about the how the program evolved and how it is running today.
- b. Members of the Organizational Effectiveness group gave a power point presentation about how the OE started, the progress that has been made and the future of the OE. They shared a couple of the projects that were complete so the board members could review.

Employee Reclassification: Kendra Rezner has met the requirements to be reclassified from CSP Specialist I grade 65 to a CSP Specialist II grade 66 as of February 7, 2020. Furgal motioned to approve the reclass, seconded by Huffman, carried with a unanimous vote.

2019 Fiscal Update - Information: Withee gave the board members a handout of the final 2019 revenue and expenses. She talked about additional revenue to come in yet.

Mileage and Travel Reimbursement Policy & Procedure Approval - Action: Williams gave the board members a copy of the proposed policy and procedure to outline the mileage and travel reimbursement. The policy was review and discussed. Luchsinger motioned to approve the policy and procedure, seconded by Huffman, carried by a unanimous vote.

Out-of-State Travel-Action:

- a. Williams has requested approval to attend the Casey Family Programs National Partnership Collaborative. The collaborative is May 13, 2020 in Philadelphia, Pennsylvania. The Casey Programs will be covering the cost of the collaborative, travel expenses and lodging. Furgal motioned to approve the NPCPS collaborative, seconded by Torkelson, carried with a unanimous vote.
- b. Williams has requested on behalf of Brenda Albertson, Marsha Flood and Carlos Rivera the approval to attend the National Association of Drug Court Professional Conference May 27- May 30, 2020 in Anthem, California. The Drug Court Expansion grant will cover the cost of these conferences.
Luchsinger motioned to approve the NADCP trainings, seconded by Horn, carried with a unanimous vote.

Training request(s) - Action: The board reviewed the training requests. Furgal motioned to approve the trainings, seconded by Guth with a correction to the word ‘grief’, carried with a unanimous vote.

Personnel Updates - Action:

- a. New Employee(s)- None.
- b. Employee Resignation(s)and Exit Review - None.

Director’s Report---Information:

- a. DCF Secretary Agency Visit - Williams reported that the DCF Secretary will be here on Thursday 3/11/2020 to meet with Williams, CYF Manager, Supervisors and Staff members and the Child Advocacy Center.
- b. General Updates - Williams reported that the building department heads have been addressing and taking precaution for the Coronavirus. Hanson suggested that Williams call GWAAR for assistance with precautions for the virus. Williams mentioned that he will be seeking approval for the CLTS position at the County Board this evening.

Next meeting Date & Time: April 14, 2020 at 2:00 pm

Public Comments (limited to 5 minutes each): None

Adjourn: Horn motioned to adjourn, seconded by Huffman, carried with a unanimous vote.

Minutes submitted by:
Lori V. Brown
Business Manager